

# BROOKINGS COUNTY COMMISSION MEETING

**Tuesday, August 3, 2004**

The Brookings County Board of County Commissioners met in regular session on Tuesday, August 3, 2004, with the following members present: Deanna Santema, Dennis Falken, Don Larson, Mary Negstad, and Emil Klavetter. Also present: Stephanie Vogel, Kelly Bakken, Kristin Olsen, Donna Ramsay, Royce Emerick, Meredith Redlin, Kristi Prunty, Penny Jensen, Todd Struwe, Robert Hill, Terri Bortnem, Wm. Mark Kratochvil, Joyce Dragseth, Cliff Jorenby, Beth Pederson, Wim Hammink, Mark Johnson, Nicolien Hammink, Melle Kloosterman, Janlee Kloostermen-Baller, John Kleinjan, Bill Du Bois, Rita Tate, Michael Olson, Todd Kays, Terry Pritchard, Gary Heldt, Larry Barnett, Steve Tietjen, Steve Groon, Scott Sebring, Brian Eclov, Joyce Dragseth, Lionel Torgrude, Janet Willmott, Stacy Steffensen, Ida Slocum, Vicki Buseth, Martin Stanwick, and Pat Duggan.

Chairperson Deanna Santema called the meeting to order.

## **CONSENT AGENDA**

Chairperson Santema declared the Consent Agenda approved as amended with no objection from the board. The Consent Agenda consisted of the agenda for the August 3, 2004 meeting and the minutes from the July 27, 2004 Commission Meeting. Welfare Matters: Case # 04-095 for rent was approved. Travel/Education: Ted Eggebraaten to go to Pierre, SD on August 26, 2004 to attend the LTAP Advisory Board Meeting. Joyce Caugherty and Brenda Conn to go to Watertown, SD on August 25, 2004 to attend the Regional Staff Meeting.

## **ROUTINE BUSINESS**

Deputy Auditor, Kelly Bakken presented the board with the Auditor's Report. Be it noted, the salaries and personnel changes for the month of July 2004 are as follows: Longevity Increase: Cheryl Anderson \$25.00; Lisa Sik \$45.00; Curtis Sterud \$50.00. Step Raise: Nikki Chapman from \$11.70 to \$11.94 (retroactive June 1, 2004); Ruth Sapp from \$11.94 to \$12.17; Curtis Sterud from \$13.88 to \$14.13. Commission \$9,480.45; Auditor \$10,311.40; Treasurer \$11,451.88; State's Attorney \$16,414.02; Custodial \$4,559.66; Equalization \$18,077.66; Register of Deeds \$7,251.76; Veterans Service \$2,943.50; Sheriff's Office \$36,371.64; Detention Center \$30,003.84; Contract Law \$6,934.83; Contract Law Elkton \$877.30; Emergency Management \$5,306.58; Drainage \$1,024.61; Highway \$44,478.98; Welfare \$2,825.84; Community Health \$2,207.48; WIC \$1,992.68; Extension \$4,076.96; Weed \$12,246.28; Zoning \$3,083.77.

Be it noted, Chairperson Santema signed claims for the following—AFLAC, insurance \$1,977.88; AFLAC Flex-One \$70.00; Office of Child Support Enforcement, child support \$555.00; Delta Dental, insurance \$2,207.98; Flex One, unreimbursed medical \$981.00; Local Teamsters, union dues \$912.00; SDRS, retirement \$27,806.77; SDRS Supplemental, retirement \$2,580.00; EFTPS \$53,657.28; Wellmark Blue Cross, insurance \$34,875.54; Midwest Benefits, life insurance \$555.40.

Commission Assistant/Personnel Director, Stephanie Vogel presented the board with the Commission Assistant/Personnel Director Report. Vogel updated the board on Personnel Items, Heavy Equipment Operator job description, the Request to Fill Vacancy in the Director of Equalization Office, the Sound System for the County Commission Chambers, and Health Insurance Quotes. Be it noted, the Board approved the following Personnel Action Notice: Routine Step Increases for Joyce Caugherty.

Motion by Negstad, seconded by Klavetter, to approve and authorize Chairperson Santema to sign the updated Job Description for the Heavy Equipment Operator in the Brookings County Highway Department. Roll Call Vote: Larson "Aye," Negstad "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Commissioner Falken joined the meeting.

### **REGULAR BUSINESS**

Emergency Management Director, Todd Struwe met with the board to discuss Resolution # 04-29. Motion by Klavetter, seconded by Negstad, to approve and authorize Chairperson Santema to sign Resolution # 04-29, a Resolution Adopting the Pre-Disaster Mitigation Plan for Brookings County. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

## Resolution # 04-29

### A Resolution Adopting the Pre-Disaster Mitigation Plan for Brookings County.

WHEREAS, Brookings County recognizes that steps can be taken to reduce the loss of life, human suffering, economic disruption, and disaster costs; and that these steps can reduce the impact of, or lessen the severity from these disasters that occur;

WHEREAS, disasters can occur that affect multiple political jurisdictions;

WHEREAS, input has been sought and provided from other entities with Brookings County to develop a multi-jurisdictional Pre-Disaster Mitigation Plan;

WHEREAS, Brookings County believes that it is necessary to adopt the Pre-Disaster Mitigation Plan to assist response efforts in the event of a disaster;

NOT, THEREFORE, BE IT RESOLVED, that the Brookings County Commission adopts the Brookings County Pre-Disaster Mitigation Plan, and that this plan become effective August 3, 2004.

Passed and approved this 3<sup>rd</sup> day of August, 2004.

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Deanna L. Santema  
Chairperson, Brookings County  
Board of County Commissioners

Attest:

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Janet K. Willmott  
Brookings County Auditor

Motion by Klavetter, seconded by Falken, to table Agenda Item # 9, the 1921 Building Parking Lot. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion to table passes.

Motion by Larson, seconded by Negstad, to approve and authorize Chairperson Santema to sign the Lease Agreement between 1921, LLC, and Brookings County for Office Suite 1 & 2, that portion, 3683 square feet, and break room of 200 square feet. Be it noted, the board discussed having a mold study done on the property leased by Brookings County. Commissioner Larson 'Called the Question' to cease discussion. Roll Call Vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." 'Call of the Question' passes. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes.

Motion by Klavetter, seconded by Falken, to approve and authorize Chairperson Santema to sign the Lease Agreement between 1921, LLC, and Brookings County for the Garage Parking Spaces A,A',B,B',C, and C', approximately 1600 square feet. Roll Call Vote: Negstad "Aye," Falken "Aye," Klavetter "Aye," Larson "Aye," Santema "Aye." Motion passes.

### **PUBLIC HEARING**

As scheduled, a Public Hearing for the First Reading of the Brookings County Ordinance # 04-01. Chairperson Santema opened the Public Hearing, and read the proposed Ordinance titled; AN ORDINANCE ESTABLISHING A 35 MILE PER HOUR SPEED LIMIT FOR TRUCK TRAFFIC UPON AGRO TOWNSHIP ROADS. Chairperson Santema closed the Public Hearing. The Second Reading and Final Action will be on Tuesday, August 10, 2004 @ 9:30am.

### **REGULAR BUSINESS**

Be it noted, the board discussed the Volunteer Board Appointments. Motion by Negstad, seconded by Falken, to appoint Stephen Chappell to the Brookings County Housing and Redevelopment Board. Roll Call Vote: Falken "Aye," Klavetter "Aye," Larson "Aye," Negstad "Aye," Santema "Aye." Motion passes.

### **EXECUTIVE SESSION**

Motion by Klavetter, seconded by Larson, to go into executive session at 9:36am. Roll Call Vote: Klavetter "Aye," Larson "Aye," Negstad "Aye," Falken "Aye," Santema "Aye." Motion passes. Chair Santema declared executive session over at 9:50am. Reason - Personnel Matters. No action at this time.

### **REGULAR BUSINESS**

Be it noted, the board discussed the Volunteer Board Appointments. The board will interview Jeffery Robbins, Donna Ramsay, and Mary Kidwiler for the Brookings County Planning/Zoning Board Appointment.

Bill Du Bois, Beth Pederson, Donna Ramsay, Meredith Redlin, Rita Tate, and Todd Kays met with the board to discuss a Citizen Request for the Board of Commissioners to create a Moratorium on Conditional Use Permits for Concentrated Animal Feeding Operations as defined by the Environmental Protection Agency.

Zoning and Drainage Director, Robert Hill met with the board of to discuss a Public Nuisance Complaint received on a Lake Campbell property. Hill distributed photographs of the property and updated the board on the nature of the complaint.

Anthony Maglia, Regional Sales Manager with iSECUREtrac met with the board to give a presentation on Global Positioning System Monitoring Program for work-release inmates.

### **COMMISSIONER'S OPEN DISCUSSION**

Commissioner Larson updated the board on the 2005 Budget Hearings.

Commissioner Falken updated the board on the 2005 Budget Hearings.

Commissioner Klavetter updated the board on the 2005 Budget Hearings.

Chairperson Santema updated the board on the 2005 Budget Hearings and the Surplus Sale.

Commission Assistant/Personnel Director, Stephanie Vogel updated the board on the PSAP Readiness Study, the 911 Conference, and the Liquor Tax Survey.

Be it noted, the board discussed the publishing of the Planning/Zoning Board minutes, proposed Ordinance # 04-01, and the timeframe for the Planning/Zoning Board interviews.

### **EXECUTIVE SESSION**

Motion by Negstad, seconded by Falken, to go into executive session at 12:10pm. Roll Call Vote: Larson "Aye," Negstad "Aye," Falken "Aye," Klavetter "Aye," Santema "Aye." Motion passes. Chairperson Santema declared executive session over at 12:50pm. Reason - Contract Negotiations. No action at this time.

### **BUDGET HEARINGS**

Janet Willmott, Stephanie Vogel, Joyce Dragseth, Lionel Torgrude, Stacy Steffensen, Ida Slocum, Vicki Buseth, and Martin Stanwick met with the board to discuss the 2005 Budget.

### **ADJOURNMENT**

Chairperson Santema declared the meeting adjourned until 9:00am Wednesday, August 4, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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Kelly Bakken  
Deputy Auditor  
Brookings County Auditor's Office

## **BROOKINGS COUNTY COMMISSION MEETING**

**Wednesday, August 4, 2004**

The Brookings County Board of County Commissioners met in special session on Wednesday, August 4, 2004, with the following members present: Deanna Santema, Dennis Falken, Don Larson, and Mary Negstad. Emil Klavetter was absent for personal reasons. Also present: Stephanie Vogel, Janet Willmott, Robert Hill, Todd Struwe, Gary Heldt, and Pat Duggan.

### **BUDGET HEARINGS**

Janet Willmott, Stephanie Vogel, Robert Hill, Todd Struwe, Gary Heldt, and Pat Duggan met with the board to discuss the 2005 Budget.

### **ADJOURNMENT**

Chairperson Santema declared the meeting adjourned until 8:30am Tuesday, August 10, 2004.

It is the policy of Brookings County, South Dakota, not to discriminate against the Handicapped in Employment or the Provision of Service. The County of Brookings is responsive to requests for communication aids and the need to provide appropriate access, and will provide alternative formats and accessible locations consistent with the Americans With Disabilities Act.

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